

Special Town Council Meeting Minutes

Tuesday, January 3, 2023

5:00 p.m.^[L]_[SEP]

Town Hall

104 North King Street

Also being streamed on the town's Facebook page "Shepherdstown,
West Virginia"

DRAFT

Present: Mayor Jim Auxer, Lori Robertson (Recorder), Leah Rampy, Chris Stroech, Jenny Haynes, Marty Amerikaner, and Cheryl Roberts.

Absent:

Staff: Amy Boyd – Town Clerk, Frank Welch – Public Works Director, Andy Beall – Zoning Officer

Visitors: – Steve Pearson, Mark Kohut, Nancy Stewart, Elise Baach, and Marianne Alexander.

Agenda:

1. Call meeting to order^[L]_[SEP]
Call the meeting to order by Mayor Auxer at 5:01 p.m.
2. Market House Update –
Mayor – a pipe burst in the Markey House (MH) –the floors have been mopped and the doors opened to air out the building. The water was running out the front door. The water and electric were shut off immediately. The floors are now dry but the walls are still damp. The insurance company has been notified and an adjuster is coming.
 - An inspection for a certified roofer has inspected the roof – it needs to be scraped, sealed, and repainted. We do not need a new roof. Looking at \$7,300K. We will move forward with Mr. Weller.

- Once the adjustor comes, an electrician will be needed at the renovation stage.
- L. Rampy consolidated all of the information – thank you. Do we want to do the 1st floor, rent it out, and then concentrate on the second floor.
M. Amerikaner – with the work being done on the 2nd floor, will it be too loud for the renters on the 1st floor?
L. Robertson – likes the idea of doing the 1st floor and getting it rented to generate some income to put back in the building.
J. Haynes – thinks the Visitor’s Center should be in there.
L. Rampy – we need to look at the criteria and come to a consensus.
C. Stroech – also base our consensus on suggestions from residents and others.

Went through each criteria item:

- Shelves not a sticking point
 - Proven record of accountability (not in this to make a big profit – just to help with maintenance.)
 - Recommendation – library use
- * We need to consider the capacity load for the 2nd floor, accessibility, and info from the Fire Marshall.
 - * Possibly create a separate entrance in the back to allow people not going through the 1st floor tenant space.
 - * A contact person/project manager – C. Stroech offered to help M. Amerikaner, F. Welch, and A. Beall.
 - * The bathroom needs to be evaluated by contractors – A. Beall has started this.

Mayor - we will get the criteria and recommendations separated out. L. Rampy will help with the tenant application and help C. Stroech.

Time frame – get the consolidation and application done now – try to have by 2/14 council meeting. Applicants will come to

council. Criteria was informed by the survey. The building needs to be safe and secure. The Mayor will call the roofer to get started. We will have separate meetings for potential tenants with council.

**L. Robertson- move to adjourn at 5:59 p.m. Second by C. Roberts.
No objections noted.**

Draft Minutes respectfully submitted by L. Robertson, Recorder for the Corporation of Shepherdstown.